



DEPARTMENT OF ADMINISTRATION
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ALL AGENCY MEMORANDUM #1020-14

March 16, 2010

TO: All Agencies

FROM: Andrew K. Clinger, Director
Department of Administration

SUBJECT: Contractors Doing Business in the State of Nevada

Please be advised that at the March 9, 2010 Board of Examiners' Meeting all contracts were conditionally approved. Approval if the contracts is contingent upon the contracting state agencies verifying with the Secretary of State's Office (SoS) that their contractors have a current Nevada Business License (SBL), and if they are a Nevada corporation, LLC, LP, LLP or LLLP, or non-profit corporation, that their corporation is active status and in good standing.

Some businesses may qualify for an exemption from the business license if they meet certain requirements specified in statute, however, they must file a notice of exemption which will be on record with the Secretary of State's office. Non-profit corporations are also exempt from the business license requirement, but they do not need to file a notice of exemption.

This information and further details regarding these requirements can be found on the Secretary of State's website at www.nvsos.gov under the Business Center tab. You may also verify an entity's status by checking the Nevada Business Search on the SoS homepage. Please note that due to processing delays, some business entity information may not be current and you will need to verify with the business that the filings have been submitted. If the filings have been submitted, but not yet processed, you may email sosmail@sos.nv.gov.

Agencies shall ensure that all future contracts submitted to the Budget office have been verified as having a Nevada Business License and be in good standing in all areas of the Secretary of State's business requirements.

Clicks the links below to see samples of different types of entity information produced by verifying the status of a business using the Secretary of State's Nevada Business Search function:

Sole Proprietor

<http://www.nvsos.gov/sosentitysearch/CorpDetails.aspx?lx8nvq=aiJ1q6PvMAPT6btq4VcMgg%253d%253d&nt7=1>

Sole Proprietor with notice of BL exemption

<http://www.nvsos.gov/sosentitysearch/CorpDetails.aspx?lx8nvq=3ZO5Z3sbsqsajWPh4kirbA%253d%253d&nt7=1>

Domestic Corporation in good standing but State Business License not yet issued by SoS so check with Taxation

<http://www.nvsos.gov/sosentitysearch/CorpDetails.aspx?lx8nvq=wbCMMY6XL4kl%252bIAR206kzw%253d%253d&nt7=0>

Foreign LLC in good standing but State Business License not yet issued by SoS, so check with Taxation

<http://www.nvsos.gov/sosentitysearch/CorpDetails.aspx?lx8nvq=UnitzVDwRl4VpcJrUVbzFg%253d%253d&nt7=0>

Default Corporation

<http://www.nvsos.gov/sosentitysearch/CorpDetails.aspx?lx8nvq=5qAHZr2dWyKzQPYbEPCihA%253d%253d&nt7=0>

Corporation in good standing with notice of BL exemption

<http://www.nvsos.gov/sosentitysearch/CorpDetails.aspx?lx8nvq=1tQcdDF%252bKmfzh0ENzHRcsQ%253d%253d&nt7=0>

Corporation in good standing with SoS Business License

<http://www.nvsos.gov/sosentitysearch/CorpDetails.aspx?lx8nvq=f7VHkWTzxCH4JHeZm0MBag%253d%253d&nt7=0>